



City of Austin - JOB DESCRIPTION



Austin Resource Recovery Operator

FLSA:	Standard/Non-Exempt	EEO Category:	(80) Serv/Maint
Class Code:	18198	Salary Grade:	RD1
Approved:	June 11, 1998	Last Revised:	October 24, 2013

Purpose:

Under general supervision, operate vehicles and equipment and perform general labor in the collection and disposal of trash and recyclables or the recovery and processing of resources.

Duties, Functions and Responsibilities:

Essential duties and functions, pursuant to the Americans with Disabilities Act, may include the following. Other related duties may be assigned.

1. Operate Water Truck, Rear-Loading Refuse Truck, Dump Truck and other Austin Resource Recovery vehicles and equipment as needed
2. Pick up trash, brush, litter, bulky items, recycling materials.
3. Learn and follow routes, read street maps and micro routes to locate route destinations.
4. Perform basic vehicle inspections and maintenance and maintain vehicle records.
5. Assist in the training of employees.
6. Follow safety rules. Pre-trip all vehicles.
7. Make decisions whether or not to pick up trash that is set out improperly. Provide information to customers when appropriate.
8. Complete paperwork, forms, and reports related to collection activities.
9. Dump collected garbage or recyclables at designated dump sites/landfill.
10. Assist other ARR crews as directed.

Responsibilities - Supervisor and/or Leadership Exercised:

None.

Knowledge, Skills, and Abilities:

Must possess required knowledge, skills, abilities and experience and be able to explain and demonstrate, with or without reasonable accommodations, that the essential functions of the job can be performed.

Knowledge of equipment and vehicles used in waste services

Skill in establishing and maintaining good working relationships with others

Skill in operating power tools

Skill in using small hand tools

Skill in learning simple tasks

Skill in lifting and carrying equipment or materials applicable to the work being performed

Skill in reading and writing English necessary to the level of tasks performed

Ability to understand oral and written instructions in English

Ability to operate required vehicles safely

Ability to understand and follow oral and written instructions

Ability to train or assist in the training of employees as required by Management

Ability to read, understand and follow maps and mapping directions

Minimum Qualifications:

Two (2) years of driving experience with a current Commercial Driver's License (CDL) in any field

Licenses and Certifications Required:

Current Commercial Driver's License, Minimum Class B License

Must obtain required endorsements within ninety (90) days of employment as required by position.

To be considered for employment in this position applicants must comply with Department of Transportation Federal Regulations and the City of Austin Drug Policy.

This description is intended to indicate the kinds of tasks and levels of work difficulty required of the position given this title and shall not be construed as declaring what the specific duties and responsibilities of any particular position shall be. It is not intended to limit or in any way modify the right of management to assign, direct and control the work of employees under supervision. The listing of duties and responsibilities shall not be held to exclude other duties not mentioned that are of similar kind or level of difficulty.